Preface

Honorable customers,

Thanks for choosing products of this company. T5, with world cutting edge technologies—fingerprint recognition, computer communication, as well as microelectronics, is considered to be combination of three technologies: electronics, optics and computer communication. It is no doubt that it has become the first choice of standalone time & attendance for enterprises with its strong function and veracity. Please read this user manual carefully to have an initial understanding of functions and basic knowledge of installation, debugging, maintenance, application and management to better use this product.

Utilizing the state-of-the-art biometric tech, this product will bring unprecedented reliability, convenience and benefits to the top management of enterprise in HR.

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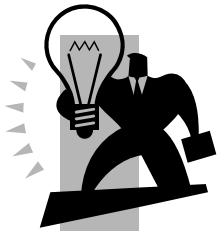
Chapter1 Introduction

The main theme of this chapter is the advantage of T5, as well as function introduction.



1 Product Introduction

1.1 Introduction

T5 Fingerprint Reader (Abbreviation: T5) is an innovative fingerprint card access reader which fully integrates fingerprint technology. The very compact design makes it suitable for installation on door frame.

T5 can be used stand alone, or as professional fingerprint access control machine online through USB or RS485. Control access permission by verifying user fingerprint. Enable control lock, as well as offer user transaction records.

T5 Fingerprint Reader

Function:

- Small in size and compact in design. Can be easily installed on doorframe;
- Anviz optical fingerprint reader. Scratch-proof, unbreakable and durable. Well accept all kinds of fingerprints;
- Steady 2007 version algorithm platform for T&A and access control, high performance and reliability;
- Identification method: Fingerprint;
- Communicate with computer via RS232 and RS485;
- Standard Wiegand26 output to connect with standard access controller and

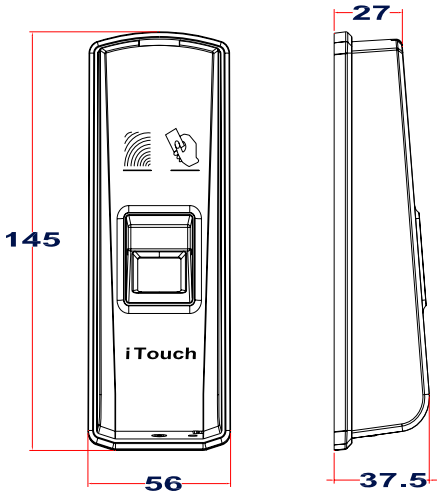
Anviz encrypted;

- Wiegand output to connect with Anviz simple access controller SC021;

1.2 Parameters

Item	Parameter
Processor	32-bit high speed DSP
Power supply	DC12V, 150mA
User capacity	512
Record capacity	32000
Scan Area	22mm × 18mm
Resolution	500DPI
Identification Method	gather twice fingerprint
Identification Time	≤ 1s
FRR / FAR	0.001% / 0.00001%
Output	Wiegand26, ANVIZ Wiegand
Communication	USB, RS485
Working Temperature	-10℃ ～ 60℃
Casing Material	ABS project plastics

1.3 Size



Chapter2 Operation Guide

This chapter is mainly about the hardware operation, contains how to set the administrator, how to add/delete users etc.

2 Operation Guide

2.1 Interface Introduction

Interface：

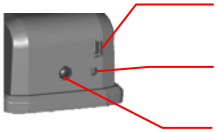
LED Indicator

Three different colors (Blue, red and green) to show

FP sensor

Place finger on sensor

Bottom：



USB port

Reset

Screw fix hole

2.2 Upper Electricity

We can use the DC 12V power to link T5.

Under initialization state: After upper electricity, blue LED flashes and FP sensor light with 'di-di-di-' 3 beeps prompt.

Under nu-initialization state: After upper electricity, blue lights flashing once every 3 seconds, the FP sensor lights and after 5 seconds it will enter into sleeping state.

2.3 Set Manager's Fingerprint

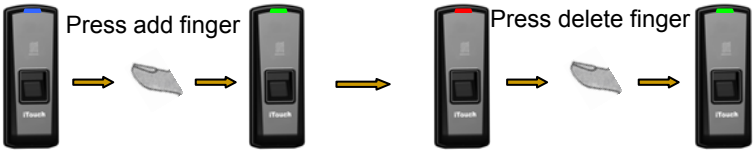
The manager fingerprint contains Add-Admin fingerprint and Delete-Admin t fingerprint. Under the state of original, the first fingerprint regards as the Add-Admin fingerprint, and the second fingerprint regards as Delete-Admin fingerprint.

Blue lights flashing, the FP sensor is off under the original state.

Firstly, press the finger on the FP sensor window, the LED indicator and FP sensor are off after one beep, then remove finger. Blue lights flashing quickly and the FP sensor lights.

Then press the finger again and remove finger after one beep, green lights flashing with 4 short beeps (‘di-di-di-di-’). That is the Add-Admin fingerprint registers successfully.

And then red lights flashing, press author finger on the FP sensor window twice, when green lights flashing and follow ‘di-di-di-di-’ 4 short beeps. That is the Delete –Admin fingerprint registers successfully.



Original state, Blue lights flashing.

4 short beeps, green LED light, set successfully.

Red LED light

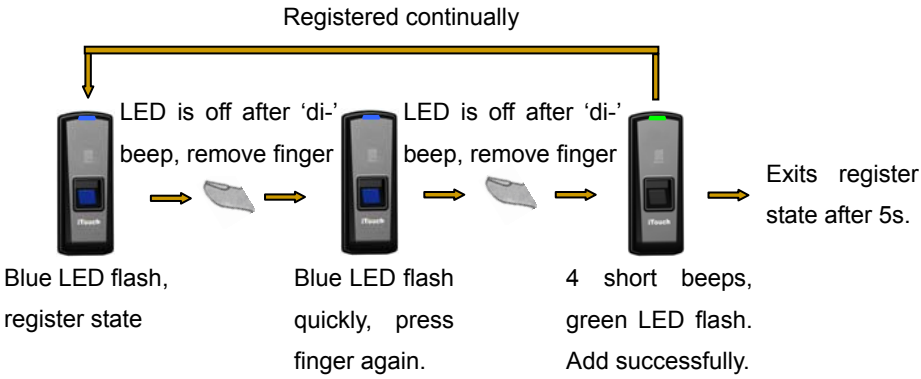
4 short beeps, green LED light, set successfully.

After add/delete manage registration completed, blue LED flashed 3s at once, the sensor entered into the sleep state after 5s.

2.4 Register User’s Fingerprint

Firstly press the Add-Admin fingerprint, blue LED flashes quickly and follow ‘di-di-di’ three beeps, T5 enter into registration state. In time we can register the user finger.

Press the finger that needed to enroll on the FP sensor window and then remove finger after one beep, press finger again and remove finger after one beep, green LED light and follow ‘di-di-di-di-’4 short beeps, the finger has been increased successfully. We can add user finger continually, or wait 5s to exit the registration state.

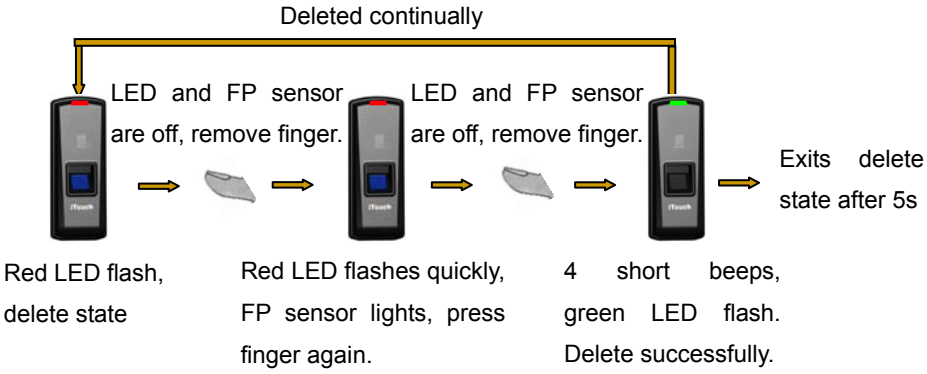

Registered continually
LED is off after 'di-' beep, remove finger
LED is off after 'di-' beep, remove finger
Exits register state after 5s.
Blue LED flash, register state
Blue LED flash quickly, press finger again.
4 short beeps, green LED flash. Add successfully.

Note: If the finger has been registered, red LED flash twice and follow 'di-di-' 2 beeps.

2.5 Delete user

Firstly press the Delete Admin finger on sensor window, red LED flash quickly and follow 'di-di-di' three beeps, T5 enter into delete state. In time we can delete the user finger.

Press the finger that needed to delete on sensor and remove finger after 'di-' beep, press finger again and remove finger after 'di-' beep, green LED light and follow 'di-di-di-di-'4 short beeps, the finger has been deleted successfully. We can delete user finger continually, or wait 5s to exit the delete state.

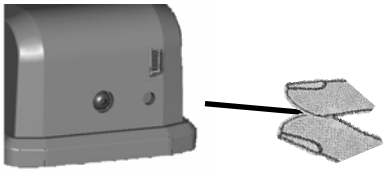

Deleted continually
LED and FP sensor are off, remove finger.
LED and FP sensor are off, remove finger.
Exits delete state after 5s
Red LED flash, delete state
Red LED flashes quickly, FP sensor lights, press finger again.
4 short beeps, green LED flash. Delete successfully.

Note: If the finger has not exited in T5, red LED flashing twice and two long beeps beep.

2.6 Reset

Reset is actually to restart T5.

When doing reset operation, you only need to press the reset button underneath the T5, which will not delete the data in T5.



Note: Reset is not initial or to delete staffer info in T5.

2.7 Illustration for pressing fingerprint

Correct method:

Wrong method:

Valid Left Right Defluxion Down

1. Please register the thumb or index finger if possible.

2.Place finger flatly and the center of the finger is on the center of scanner window and press a little hard on scanner so it can scan as large finger area as possible to extract enough minutia.

3. Keep the angle and direction of finger the same each time placing on scanner.

4. Touch the forehead to increase oily level of the finger, if the fingerprint is too dry.

2.8 Usage Notice

1、Don't scratch the surface of the optical fingerprint sensor with the keen-edged things such as small knife or pen.

2、Humidity, dust and direct light can affect the T5's performance.

3、Please don't clean the surface of the optical fingerprint sensor with the organic impregnate such as alcohol or gasoline.

Recommended solution:

Use one-sided adhesive tape to paste on the sensor and then remove the tape.

Chapter3 Installation

This chapter mainly discusses the installation and un-installation of software as well as the hardware and operation system requirement.

3 System Installation

First we should install background management software on the computer. Please refer to the following steps.

3.1 Running Environment

Hardware environment:

Pentium Ⅱ 266 and above; PentiumⅢ500 and above is recommended

128 Memory and above; Minimum 100M hardware space

COM Port

CD-ROM (CD-ROM needed in installation)

VGA support 800*600 resolution and above

Operating system:

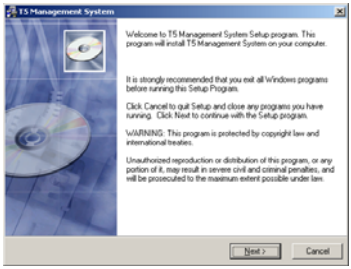
Microsoft Windows 2000

Microsoft Windows XP (recommended)

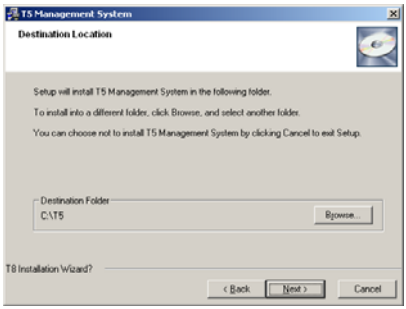
Microsoft Windows Vista

3.2 System Installation

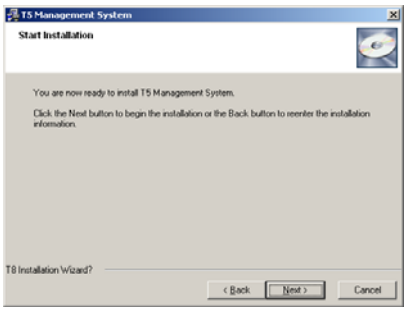
Insert the CD to the pc's CDROM. Following window pops up:


T5 Management System
Welcome to T5 Management System Setup program. This program will install T5 Management System on your computer.
It is strongly recommended that you exit all Windows programs before running this Setup Program.
Click Cancel to quit Setup and close any programs you have running. Click Next to continue with the Setup program.
WARNING: This program is protected by copyright law and international treaties.
Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under law.
Next >
Cancel

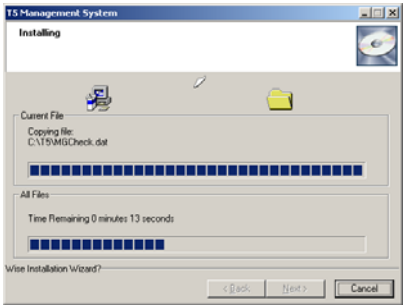
Click [[Next] to continue installation (see the picture below):


T5 Management System
Destination Location
Setup will install T5 Management System in the following folder.
To install into a different folder, click Browse, and select another folder.
You can choose not to install T5 Management System by clicking Cancel to exit Setup.
Destination Folder
C:\T5
Browse...
T8 Installation Wizard?
< Back
Next >
Cancel

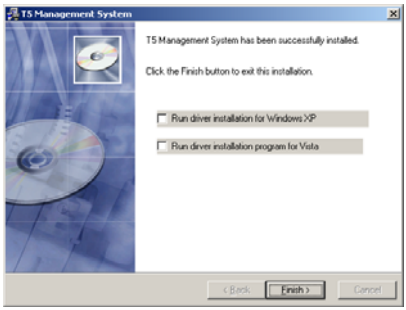
Select the target directory to install the program and the default is “C:\T5”. Click [Next] to continue installation (see the picture below):


T5 Management System
Start Installation
You are now ready to install T5 Management System.
Click the Next button to begin the installation or the Back button to reenter the installation information.
T8 Installation Wizard?
< Back
Next >
Cancel

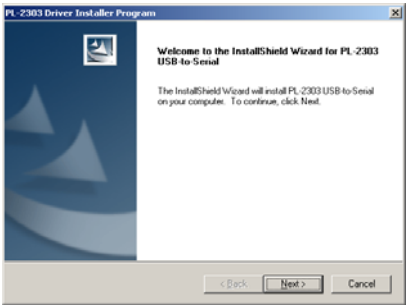
Click [Back] and installation will return to the previous screen and re-select target directory; Click [Next] and the installation will start as the following picture shows:



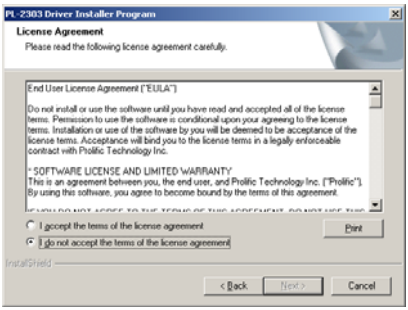
The installation will be done after seconds (see the picture below):


T5 Management System
T5 Management System has been successfully installed.
Click the Finish button to exit this installation.
Run driver installation for Windows XP
Run driver installation program for Vista
< Back
Finish >
Cancel

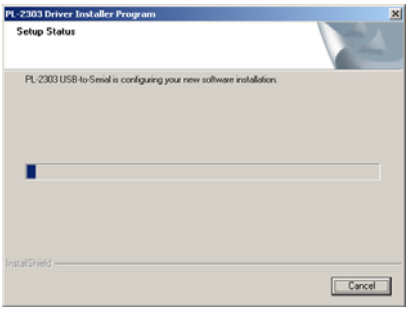
Choose the driver installation program, click [Finish] to begin install the driver.


PL-2303 Driver Installer Program
Welcome to the InstallShield Wizard for PL-2303 USB-to-Serial
The InstallShield Wizard will install PL-2303 USB-to-Serial on your computer. To continue, click Next.
< Back
Next >
Cancel

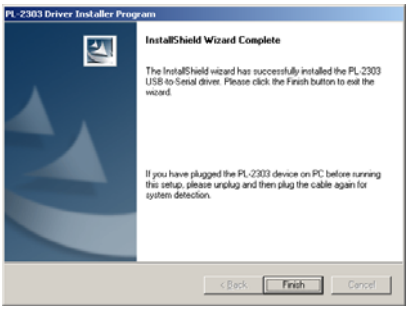
Click [Next] to continue installation:


PL-2303 Driver Installer Program
License Agreement
Please read the following license agreement carefully.
End User License Agreement ("EULA")
Do not install or use the software until you have read and accepted all of the license terms. Permission to use the software is conditional upon your agreeing to the license terms. Installation or use of the software by you will be deemed to be acceptance of the license terms. Acceptance will bind you to the license terms in a legally enforceable contract with Prolific Technology Inc.
* SOFTWARE LICENSE AND LIMITED WARRANTY
This is an agreement between you, the end user, and Prolific Technology Inc. ("Prolific"). By using this software, you agree to become bound by the terms of this agreement.
I accept the terms of the license agreement
I do not accept the terms of the license agreement
Print
InstallShield
< Back
Next >
Cancel

Choose ‘I access the terms of the license agreement’, and click ‘Next’ to continue installation:

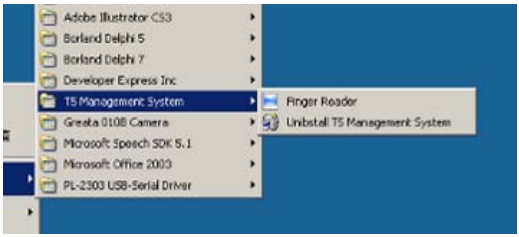


The installation will be done after seconds:


PL-2303 Driver Installer Program
InstallShield Wizard Complete
The InstallShield wizard has successfully installed the PL-2303 USB to Serial driver. Please click the Finish button to exit the wizard.
If you have plugged the PL-2303 device on PC before running this setup, please unplug and then plug the cable again for system detection.
< Back
Finish
Cancel

Click [Finish] to close the installation program and an icon

will be added to the desktop. Double click it and the T&A management system will be started. In addition, “T5 Management System” has been added to “All Programs”. Please see the picture below:



The shortcut of “Finger Reader” is included in “All Programs”.

3.3 Uninstall the software

Click “Uninstall T5 Management System” in the above picture, click [Next] and the program will be uninstalled automatically.

Please note: All the files and data will be deleted after uninstalling the program so please make sure before operation!

Chapter4 Communication

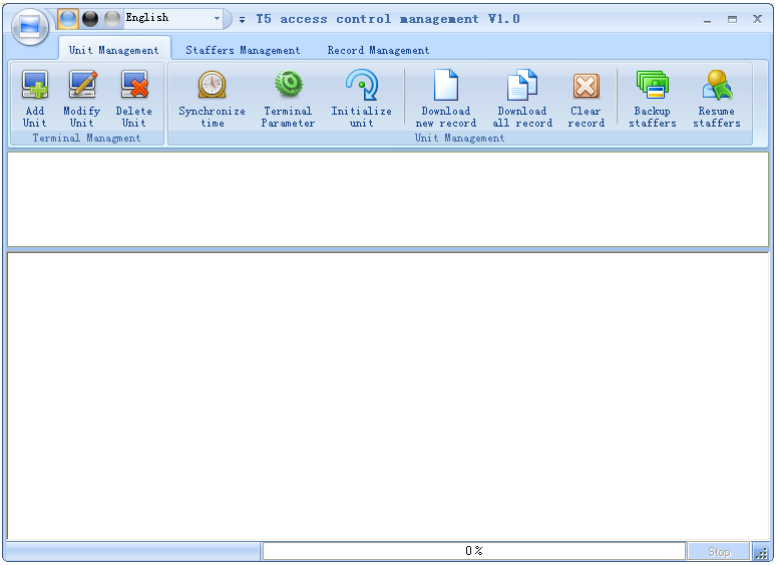
The chapter is mainly regarding the link method and the communication between the machine and pc.

4 Communication

The communication between software and device should be realized firstly through connecting PC and devices via USB or COM.

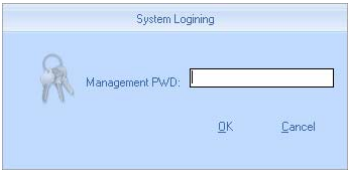
4.1 Login the System

Double click or click【Start】--【All programs】--【T5 management system】 to open software. The default login password is empty; the following window will pop up:



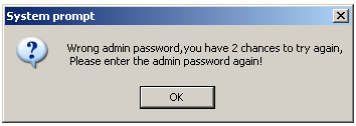
Pic4.1 Main Interface

If the time attendance software's login password is not empty, you should enter the password firstly.



Enter the password and click the button 【OK】 to login.

Notice: If you enter the wrong password 3 times, the software will automatically close.

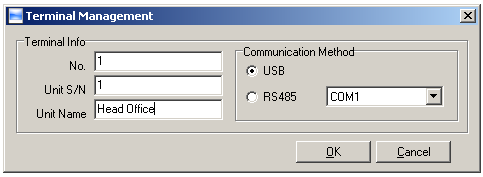


Click the button 【OK】. And then try to enter the correct password.

4.2 T5 Management

4.2.1 Add Unit

Click the button 【Add Unit】. Following windows pops up:



No.: This number can be set as you like.

Unit S/N: Serial number is used to identify every time attendance terminal (this number is on back label as “Serial No”);

Unit Name: You can set it to distinguish devices.

Communication method: USB and RS485:

USB: please connect pc and device using USB cable and make sure the driver is installed.

RS485: The default is Com1. Please choose the correct com number in the list.

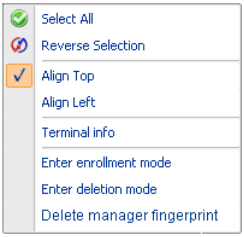
Click the button 【OK】to save the information.

There will display an icon for the new added device terminal

. Put the mouse on icon, which will show the detailed info of the device:

Machine Number: 1
Machine Name: Front Door
Serial Number: 1
Communication Method: USB
Connection State: Normal

Notice: Click right button of mouse on the device icon to show:



Pic4.2 Right click Terminal menu

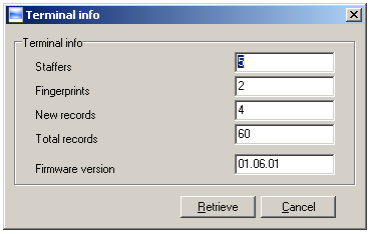
【Select all】: select all terminals;

【Reverse selection】: reverse to select all;

【Align top】: The list of device icon on the top;

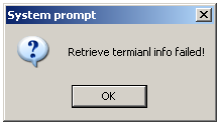
【Align left】: The list of device icon on the left:

【Terminal info】: We can check the staffer , FP, records number and firmware version etc:



Click 【Retrieve】to get the new information of device. Click 【Cancel】 to exit.

If fail, system will prompt:



This operation information displays in the main interface as follows:

[2008-12-18 10:34:31] 1[Front Door] Failed to read the records amount from the machine.

【Enter enrollment mode】: This function enables T5 to register user fingerprint directly. The main interface will show as following:

[2008-12-18 10:35:21] 1[Front Door] Enter enrollment mode successfully!

【Enter deletion mode】: This function enables T5 to delete user fingerprint directly. The main interface will show as following:

[2008-12-18 10:39:18] 1[Front Door] Enter deletion mode successfully!

【Delete Manager Fingerprint】: Delete the manager fingerprint in the terminal machine.

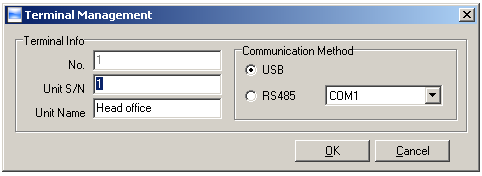
After delete completed, T5 will make 'dididi-dididi' six beeps, blue LED indicator flash and FP sensor light. The machine is in original state.

The main interface will show as following:

Delete manager fingerprint successfully!

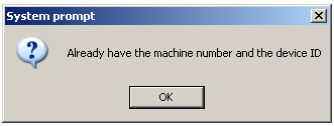
4.2.2 Modify Unit

Choose the terminal （tick □ showing √ ） and then click 【Modify Unit】, the following window will pop up:



Modify the information and then click the button 【OK】to save the modification. Click the button 【Cancel】 to cancel the modification.

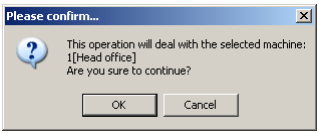
If the "No" is already exist in the software, following message box pops up:



Click the button 【OK】 to set the Unit information again.

4.2.3 Delete Unit

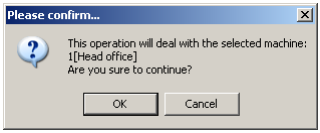
Choose the T&A unit （tick □ showing √ ） and then click the button 【Delete Unit】. Following message box pops up:



Click the button 【OK】to delete or click the button 【Cancel】to cancel.

4.2.4 Synchronize Time

Synchronize the T5's time with the computer time. Click the button【Synchronize time】 . Following message box pops up:



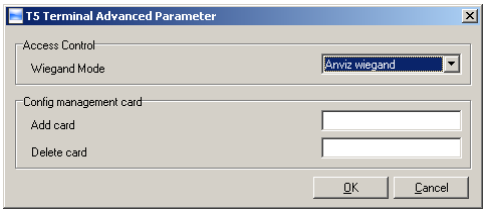
Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

Some operation information displays in the main interface as follows:

[2008-12-18 14:56:02]1[Front Door] Synchronization successful!

4.2.5 T5 Parameter

Click the button 【Terminal Parameter】to open the 【T5 Terminal Advanced Parameter】 window:



Wiegand Mode: Standard wiegand and Anviz wiegand. It is set as standard wiegand as default.

【Management card】: Sets the admin card number for terminal machine. Add card and delete card should be existent at the same time. If one card is lacking, the setting is not effective.

Click the button 【OK】 to save the settings.

Note: If the terminal machine is T5, the setting of admin card can not be used;

If the terminal machine is T5-ID, the setting of admin card can be used;

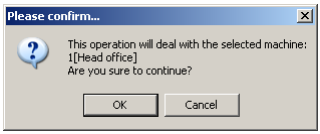
The main interface will show like following:

[2008-12-18 15:03:36]Set Advanced Parameter...
[2008-12-18 15:03:37] 1[Front Door] Advanced Parameter Setting Successful!

4.2.6 Initialize Unit

The machine system will resume to factory settings. All data will be cleaned up. Attention should be taken for this operation!

Click the button 【Initialize Unit】. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

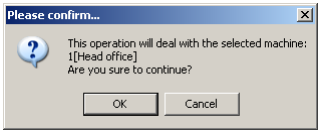
Some operation information displays in the main interface as follows:

[2008-12-18 15:23:36]Initializing...
[2008-12-18 15:23:39]1[Front Door] Initialization Successful!

4.2.7 Download New Records

Download the records from the T5 to the computer.

Click the button【Download new records】. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

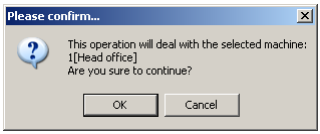
Some operation information displays in the main interface as follows:

[2008-12-18 15:25:26]1[Front Door] Reading attendance records...
[2008-12-18 15:25:29]1[Front Door] Read the records completed, Records: 4, Read successful: 4

4.2.8 Download All Records

Download all records from the T5 to the computer.

Click the button【Download all records】. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

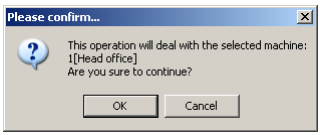
Some operation information displays in the main interface as follows:

[2008-12-18 15:26:26]1[Front Door] Reading attendance records...
[2008-12-18 15:26:29]1[Front Door] Read the records completed, Records: 60, Read successful: 60

4.2.9 Clear record

Clear all records from the T5 to the computer.

Click the button【Clear record】. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

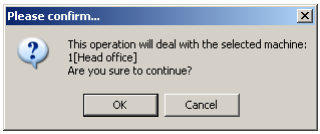
Some operation information displays in the main interface as follows:

[2008-12-18 15:27:26]Clearing time attendance records...
[2008-12-18 15:27:29]1[Front Door] Clear time attendance records successfully!

4.2.10 Backup Staffers

Download the staffer information and staffers' fingerprint templates from the T5 to the computer. You can edit the staffer information in the database Att2003.mdb. The user information is saved in the table "UserInfo" of the database. And the fingerprint templates information is saved in the folder "Template "in the installation directory.

Click the button 【Backup Staffer】. Following message box pops up:

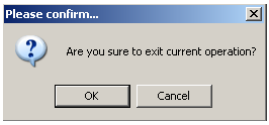


Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

After backup staffer info completed, it starts to backup fingerprints. When backup completed, the whole backup process is finished. The main interface is following:

[2008-12-18 15:27:26]Backupping staffers...
[2008-12-18 15:27:29]Backup staffers: 1[Head Office]
[2008-12-18 15:27:26]1[Front Door] Backup staffer information completed, Records: 5, Read successful: 5
[2008-12-18 15:27:29] Backupping staffers...
[2008-12-18 15:27:26]1[Front Door] Backup staffer and fingerprints completed!

Notice: During backup the staffer info, you can click 【Stop】button to end this operation. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

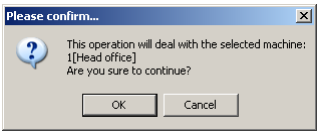
The operation will show in main interface like following:

[2008-12-18 15:28:26]Exit current operation

4.2.11 Resume Staffers

Upload the staffer information and staffer's templates from the computer to the T5.

Click the button【Resume staffers】. Following message box pops up:



Click the button 【OK】to confirm or click the button 【Cancel】to cancel.

Some operation information displays as follows:

[2008-12-18 15:29:26]Get back staffers...
[2008-12-18 15:29:29] Get back staffers: 1[Front Door]
[2008-12-18 15:29:56]1[Front Door] Get back staffer completed!

Notice: Before resume operation, each staffer should be set terminal authority. If the staffer doesn't not added to device terminal, the following message will prompt,

[2008-12-18 15:30:26]Get back staffers...

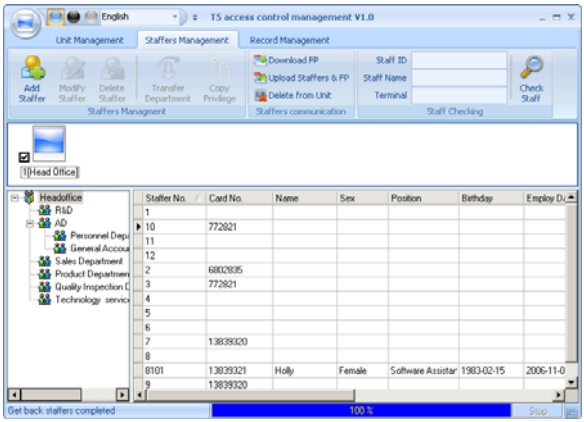
[2008-12-18 15:30:26] Get back staffers: 1[Front Door]

1[Front Door] No such ID existed, recovery failed!

4.3 Staffers Management

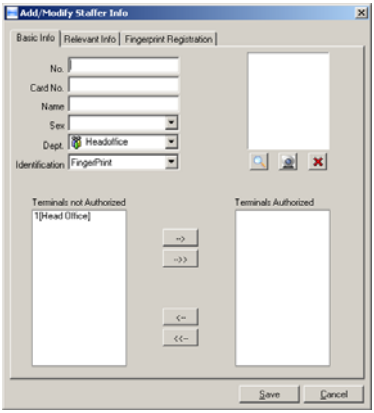
Staffers management mainly includes these functions: staffer management in database of local PC、staffer communication management between PC and unit、staffer info tracking.

Staffer management interface is as following,



4.3.1 Add Staffer

Click 【Add staffer】button, open 【Add/modify staffer info 】window which includes 3 page info: Basic info、relevant info、fingerprint registration. The interface is as following:



Pic4.3 Add Staffer

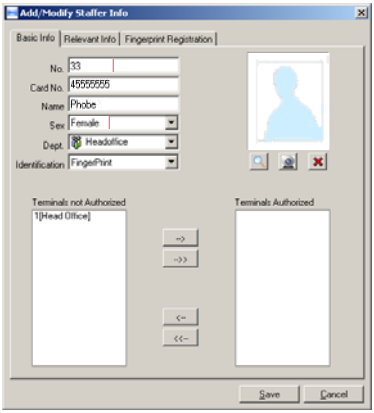
The Window Contains three pages information: Basic info、Relevant info、Fingerprint registration。

【Basic info】:

Input staffer info, authorized terminals and access permissions etc. in Pic4.3【Basic info】.

Add picture for staffers: Add pictures in local pc or online capture pictures.

1st way: Click 【】button, choose staffer's picture stored in PC and open 【Edit picture】 window, and click【view】button, it will pop-up 【Open】 window, choose staffer's picture in its directory. Use the mouse to choose the area needed cut. Then click 【Cut down】button and the picture is as following. After cutting the picture completed, click 【Save】 button to save picture and exit to 【Add/modify staffer info 】window. Then this staffer's picture will show at the right-up corner as following:



2nd way: You can install camera to take pictures and edit then save. Make sure there is camera equipment installed in your PC.

Click 【 】 button, open 【Pictures shooting】 window, and adjust the image then click 【take pictures】button. The picture will show below:

Then please use mouse to choose the cut down area and click 【view】 button to cut the picture. The way is same as 1st way.

Click 【 】 button to clear the staffer picture.

Authorize to terminal:

Choose the terminal the staffer belongs to in 【Terminals not authorized】, click 【 --> 】(add single) or 【 -->> 】(add all) button and add it to 【Terminals authorized】list.

For example: There are three terminal in company (1[Head office], 2[Developer Department], 3[Product Department]), the staffer 8001 belongs to developer department, we can add his to the terminal of 1and 3. So the staffer 8001 can execute identity verify and access in two machine.

Delete terminal:

Choose useless terminal in 【Terminals authorized】 list for staffer, then click 【<-- 】or【 <<-- 】 button to delete the terminal.

【Relevant info】:

Click 【Relevant info】 page in pic4.3, input information in these items.

【Fingerprint registration】:

Connect FP sensor reader to register FP.

Click 【Fingerprint registration】page, if there is prompt 'Fingerprint sensor reader not connected' ,you must check the link of FP sensor with pc.

When the prompt info becomes to 'Connect to fingerprint sensor reader successfully', you can start to register FP. We can click 【Enroll】button that matches along with the first or second FP.

Put the finger on FP sensor, click the 【Enroll】 button at back of 【□ First Fingerprint】 or 【□ Second Fingerprint】 to register FP.

After register completely, the '☐' has pitched on '☑'. It means the FP has already existence:

Notice: Each staffer can register 2 FP.

After edit the info completed, click 【save(S)】 button to save staff info. If you need cancel the staffer info added, click 【Cancel(C)】 button.

Notice: Maybe all info can't input in actual operation, but the number of staffer is must be input. Other info can not input.

4.3.2 Modify Staffer

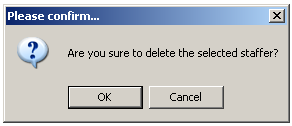
Modify staffer is to modify the database staffer info in local PC.

Choose the staffer info from staffer info list and click 【Modify staffer】button or double click this staffer info, open 【add/modify staff info 】window to modify. For detail, please refer to 4.4.1【Add staffer】.

4.3.3 Delete Staffer

Delete staffer is to delete database staffer info in local PC.

Choose staffer from staff info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【Delete staffer】and the following window pop-up:



Click 【OK】to confirm and start to delete staffer info. Click 【Cancel】 to exit.

4.3.4 Transfer Department

When staffers are transferred, there is necessary to transfer them between different departments. Transfer department enable realize this function.

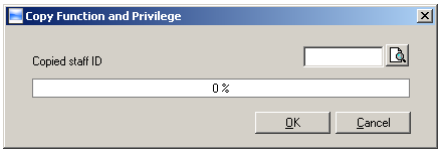
Choose staffer info who need to transfer department in staffer info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【transfer department】 to open 【Staffer transfer】window as following,

Choose the department which staffer transfer to, click 【OK】 button to save transfer info. Click 【Cancel】 button to exit.

4.3.5 Copy Privilege

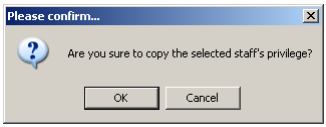
Copy privilege is to copy staffers' T&A method and access permission.

Choose staffer info who need to set T&A method and access permission in staffer info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【Copy privilege】to open 【Copy privilege】window as following,

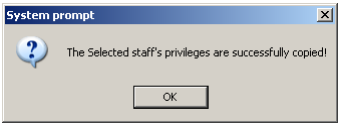


Pic4.4 Copy Privilege

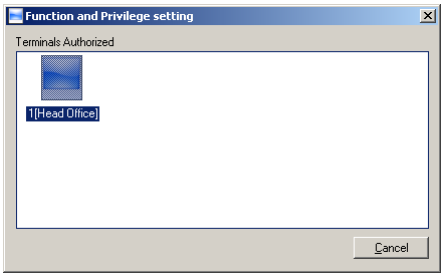
Input the staffer ID who will be copied and click 【OK】, system will pop-up confirm info:



Click【OK】button and it will start coping privilege; Click【Cancel】button to exit. After copying completed, system will prompt as following:



If you don't understand the staffer' privilege, you can click 【 】 to open 【Function and Privilege setting】 window for check the info of staffer.



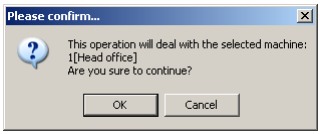
Notice: After confirming, click 【Cancel】to close window and click 【OK】in 【Copy Function and Privilege】.

4.3.6 Download FP

Download FP is to download staffers' FP stored in attendance terminal to PC which will not download staffer info. Please make sure staffer info has existed before

downloading FP.

Choose staffer info who need to download FP in staffer info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【download FP】and system will prompt if the operation will continue or not, as following:



Click 【OK】 button and start download the staffers' FP info from terminal. Click 【Cancel】 to exit.

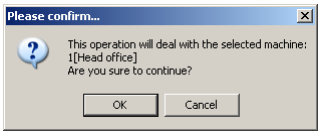
Downloading process is as following:

[2008-12-18 16:16:56] Download fingerprint …
[2008-12-18 16:16:56] Download fingerprint: 1[Front Door]
[2008-12-18 16:16:57] 1[Front Door] Download fingerprint completely!

4.3.7 Upload Staffer & FP

Upload staffer & FP is to upload staffer info stored in PC to terminal.

Choose staffer info who need to upload FP in staffer info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【download FP】and system will prompt if the operation will continue or not, as following:



Click 【OK】button to upload staffers' info and FP from PC; Click 【Cancel】 button to exit.

Uploading process is as following:

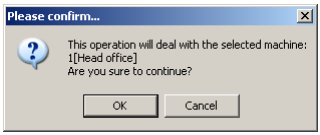
[2008-12-18 14:16:56] Upload staffers and fingerprints: 1[Front Door] …
[2008-12-18 14:17:14]1[Front Door] Upload staffers and fingerprints completely!

Notice: The function of 'upload staffer & FP' is the same as 'resume staffer' which both store staffer info to terminal. The difference is upload staffer & FP enable

user choose staffers who need to be uploaded, but 'resume staffer' is to upload all the staffers stored in database to terminals.

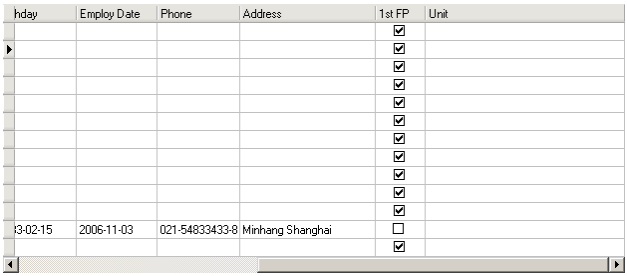
4.3.8 Delete Staffer from Unit

'Delete staffer from unit' is meaning delete staffer info from unit through software. Choose staffer info need be deleted in staffer info list (you can choose some or one through 【Shift】 or 【Ctrl】 key), click 【delete staffer from unit】and system will prompt as following:



Click【OK】 button to confirm and start delete the staffer info; Click 【Cancel】 button to cancel this operation.

After deletion successfully, the terminal device ID the staff belong to will be deleted from 【unit 】as following:

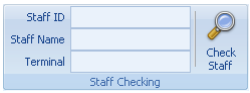


The main interface shows like following:

[2008-12-18 14:21:25] Delete the staffer from the device...
[2008-12-18 14:21:25] Delete the staffer from the device: 1[Front Door]
[2008-12-18 14:21:34]1[Front Door] Delete the staffer from the device completely!

4.3.9 Check Staff

Input the info of the staffer like ID, name, unit location which are no necessary to fill up. Click 【Check staff】 button and correct staffer info will show in the list



Click 【Check staff】button, the results are corresponding staff info:

Staffer No.	Card No.	Name	Sex	Position	Birthday	Employ Date	Phone	Address	1st FP	Unit
8									☑	1
5									☑	1
4									☑	1
3	772821								☑	1
1									☑	1
11									☑	1
8101	13839321	Holly	Female	Software.	1983-02-	2006-11-03	021-54833433	Minhang Sh	☐	1

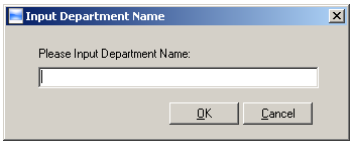
4.3.10 Department Management

Click right button of mouse upon department icon 【

.】 Pop-up the menu:

Add department

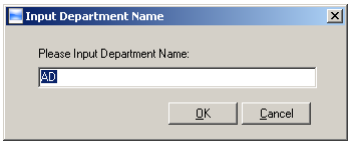
Choose Add dept in the menu, which will pop-up the following window:



Input department name. Click 【OK】button to save. Click 【Cancel】 to exit.。

Modify department

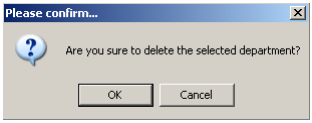
Choose Edit dept in the menu, which will pop-up the following window:



Input department name. Click 【OK】button to save. Click 【Cancel】 to exit.。

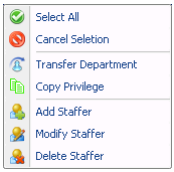
Delete department

Choose Delete dept in the menu, which will pop-up the following window:



Input department name. Click 【OK】button to save. Click 【Cancel】 to exit。

4.3.11 Right-hand Button



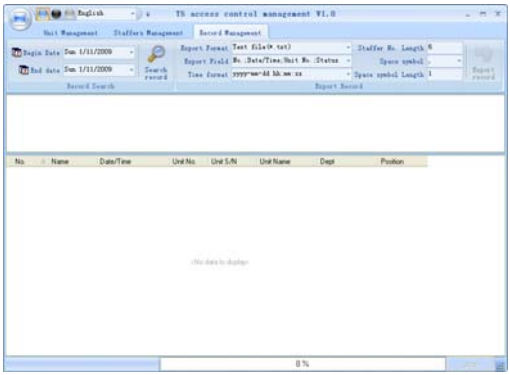
Select All: Select all records that are in the record list.

Cancel Selection: Cancel select the record.

Click options one by one in the menu and the following modules will pop up respectively:【Transfer Department】,【Copy Privilege】,【Add Staffer】, 【Modify Staffer】and 【Delete Staffer】.

4.4 Record Management

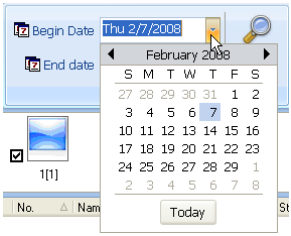
It is mainly to search, export records. It can use for backup record:



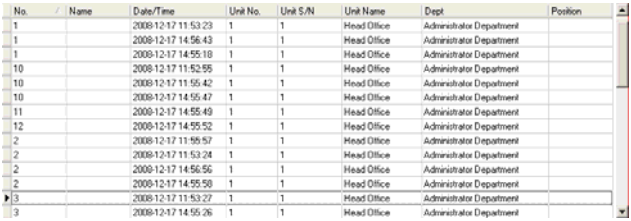
4.4.1 Search Record

Search record is to search the downloaded attendance records in the time range.

Firstly set the date. Click the box after 【Begin date】 and 【End date】, there will pop-up calendar info as following:



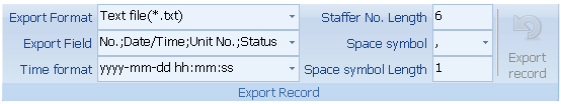
Click 【 February 2008 】 choose the month or year needed to be set. Then click【Search Record】button, the record of mach condition will show in record list:



No.	Name	Date/Time	Unit No.	Unit S/N	Unit Name	Dept	Position
1		2008-12-17 11:53:23	1	1	Head Office	Administrator Department	
1		2008-12-17 14:56:43	1	1	Head Office	Administrator Department	
1		2008-12-17 14:55:18	1	1	Head Office	Administrator Department	
10		2008-12-17 11:52:55	1	1	Head Office	Administrator Department	
10		2008-12-17 11:55:42	1	1	Head Office	Administrator Department	
10		2008-12-17 14:55:47	1	1	Head Office	Administrator Department	
11		2008-12-17 14:55:49	1	1	Head Office	Administrator Department	
12		2008-12-17 14:55:52	1	1	Head Office	Administrator Department	
2		2008-12-17 11:55:57	1	1	Head Office	Administrator Department	
2		2008-12-17 11:53:24	1	1	Head Office	Administrator Department	
2		2008-12-17 14:56:56	1	1	Head Office	Administrator Department	
2		2008-12-17 14:55:58	1	1	Head Office	Administrator Department	
3		2008-12-17 11:53:27	1	1	Head Office	Administrator Department	
3		2008-12-17 14:55:26	1	1	Head Office	Administrator Department	

4.4.2 Export record

Export record is to backup the data stored in the database of PC to other space, so that if the current database is abnormal, it can be used to resume data:



Export format: It has 3 formats optional: text file (.txt), CSV file (.csv), Excel files (.xls).

Export field: users can choose important fields or all to export.

Time format: 4 formats optional.

yyyy-mm-dd hh:mm:ss yyyy-m-d hh:mm:ss

yy-mm-dd hh:mm:ss yyyymmddhhmmss

Staffer No. length: set staffer No. length, the length of txt file is 4 digits, and the length of Excel file is 6digits.

Space symbol: space symbol to separate fields

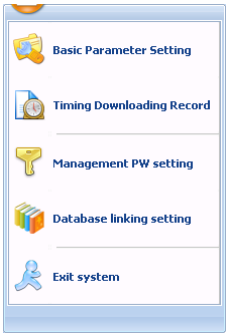
Space symbol length: space symbol bit

After setting completed, click 【Export record】button, open 'Save as' window, choose save file directory, input file name as following:

Click 【OK】button to confirm finishing export records.

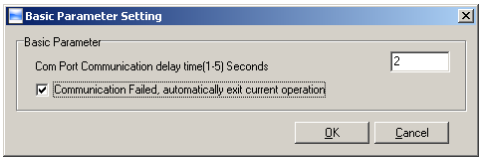
4.5 System Settings

Click button, pop-up the following menu:



4.5.1 Basic parameter setting

Click 【Basic parameter setting】 item, pop-up 【Basic parameter setting】 window as following:



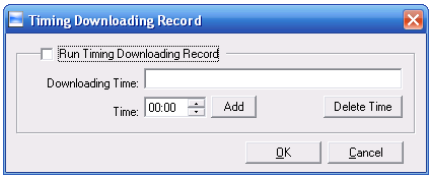
Com port communication: delay time (1-5) sec. default 2s.

Communication Failed, automatically exit current operation: Exit software automatically after time-out.

Choose parameter bases on practical situation, click 【OK】button to save the setting of parameter; Click 【Cancel】button to cancel the setting.

4.5.2 Timing downloading record

Click【Timing downloading record】item, pop-up【Timing downloading record】 window as following:



Firstly tick Run timing downloading record item, then set timing downloading

function. Or else, this function is limited.

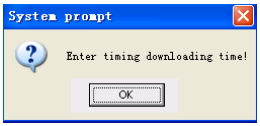
Click 【 】button to adjust time, and 【add】 button to add the set times to 【Timing downloading record】input box.

Notice: the input box does not allow input by hand.

Click 【OK】button to confirm running timing downloading record function and system will prompt:

Click 【Cancel】button to cancel the timing downloading settings.

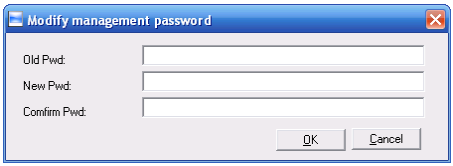
If no set time, click 【OK】 button, system will prompt:



Click 【OK】button and set the timing downloading time again.

4.5.3 Management PW setting

Click【Management PW setting】item, open【Modify management password】window as following,

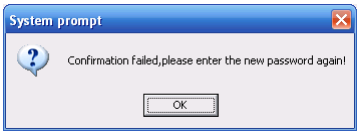


Old password: default password is empty. If user has modified password, please input this password which is used to log on system. If it's wrong, system will prompt,

Click 【OK】and input old password again.

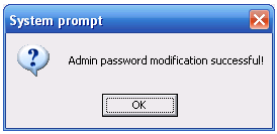
New Pwd: the password user wants to set

Confirm Pwd: input new password again to confirm. if confirm Pwd is different from new one, system will prompt:



Click 【OK】 button to input confirm password again.

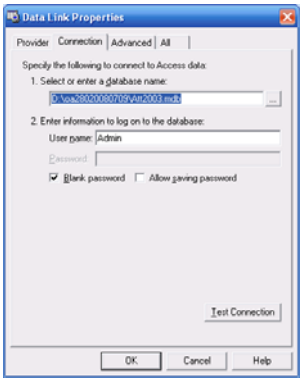
After modifying completed, click 【OK】 button to save new password and system will prompt:



Click 【Cancel】 button to exit.

4.5.4 Database linking setting

Click 【Database linking setting】 item, pop-up 【Data link properties】 window as following:

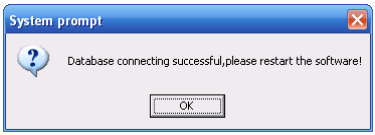


Click 【 】button beside 【1. Select or enter a database name:】to choose the linking database directory.

Choose database name, click 【Open】 button to confirm database linking and exit to【Data link properties】interface. If database set ID and password, input ID and password in 【2. Enter information to log on to the database】. After completed, click 【Test connection】to test the connection correctness of the database and system

prompts:

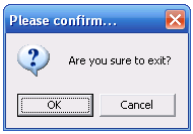
Click 【OK】 button to 【Data link properties】interface. Click 【OK】 button and system prompts:



Click 【OK】 button to exit.

4.5.5 Exit system

Click 【Exit system】 item, pop-up confirm info:

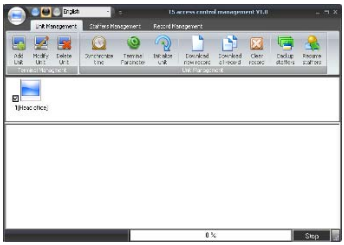


Click【OK】button to exit management software system. Click【Cancel】button to cancel this operation.

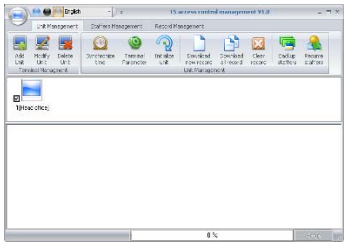
4.6 Software Interface Setting

4.6.1 Interface Skin Color

Choose button in title menu which enable change software interface color. The style is Windows XP system style as following:

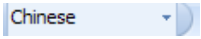


Black

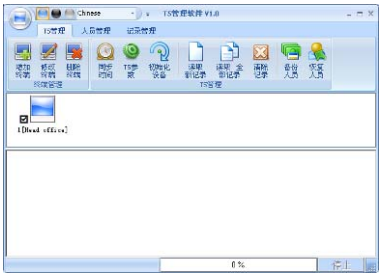


Silver

4.6.2 Language

Choose 

button in title menu which enable convert between English and Chinese interface. The following is Chinese interface:

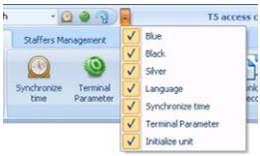


4.6.3 Setting Quick Access Button

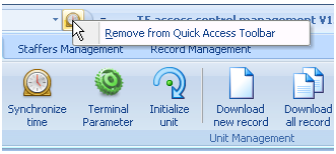
Add more functions to the titled language toolbar in order to quick access. For example: [Synchronize Time].

Click right button on 【Synchronize Time】, pop-up the following window:

Click 【Add to quick access toolbar】and it will display in titled language toolbar:



Delete quick access button: When you need to delete the quick access button, click on the button, pop-up the menu. Click it and the quick access button will disappear:



Click the menu and we can delete the quick access button.

The Setting of other button is same as 【Synchronize Time】.

Chapter5 FAQ

Frequently asked questions and answers

e.g.: the FP has been enrolled but gets failure in identification;

No records found though identification have passed;

.....

5 FAQ

5.1 Fingerprint has been enrolled but gets failure in identification.

Reason	Solution
1、The fingerprint was not captured properly	Enroll the finger again.
2、The fingerprint is too dry or too wet with oil or cosmetics.	1、Touch the forehead to increase oily level of the finger; 2、Clean fingers with towel
3、The fingerprint has peeling or callus	Enroll other fingers with better quality
4、Latent fingerprint on the surface of sensor	Clean sensor surface（adhesive tapes recommended）

5.2 The machine can't be connected with PC

Reason	Solution
1、Cable not plugged firmly or cable hardware problem	Plug the cable firmly or change another cable
2、Not able to connect COM (wrong COM No)	Enter the right COM No

5.3 No records found though identification have passed

Reason	Solution
1、Unit power break for a long time(time turn to zero as default)	Synchronize the time
2、Minority staff fingerprint false accepted	Change another finger and enroll again
3、The records has not download.	Downloading records in time.
4、Records has been full in machine.	Delete records in time.

5.4 The FP scanner is off and staffer can’t identify.

Reason	Solution
1、Unit in sleeping status	Press the finger to active.

2. T5 is communication or has line's obstruction.	1. Cut the connection between T5 and pc. 2. Excludes the line's obstruction.
3、Fingerprint scanner abnormal.	Restart unit or change the fingerprint module

5.5 T5 beeps automatically when no one punches in/out

Reason	Solution
1、Direct sun light or too bright light	Avoid direct sun light or other bright light
2、Latent fingerprint on the surface of sensor	Clean sensor surface（adhesive tapes recommended）

Please note: Should you have any other problems, please kindly email us the log files in zip or rar (The log files are in Log directory in the installation directory of the software)!

Chapter6 Appendix

This chapter is mainly about T5 &SC021 access control system.

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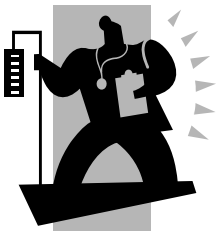
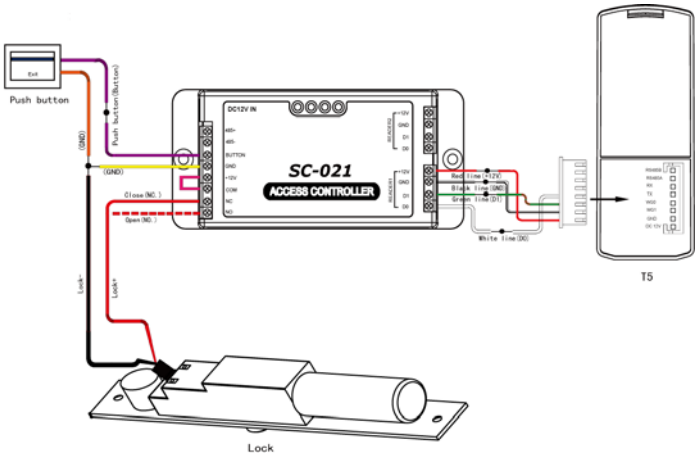


6 Appendix

6.1 Access control system is established by T5 and SC021

Installation: Make the cable connection according to the following connection diagram:



Authorization:

1. Power off the SC021.

2. Keep pressing the exit button. (Please do not stop pressing the exit button until the step5.) And power on the SC021

3. Please try to send the Anviz Wiegand signal to the SC021 by swiping the registered card on the reader or placing the registered fingerprint on the reader's scanner window after hearing 11 short beeps from the SC021.

4. The SC021 will generate a long beep and its green led will flash if the SC021 receives the Anviz Wiegand signal successfully.

5. Stop pressing the exit button. And then power off and power on the SC021.

6. That's all.

Notice:

1). One SC021 can connect two T5.

2). The T5 reader's GND and the SC021's GND must be same.

3). The reader's Wiegand output must be set as encrypted Wiegand(Anviz

Wiegand).

4). You only need make the authorization operation one time.

5). The current from the power supply must be higher than SC021 current (0.5) + reader1 current + reader2 current + electrical lock current.